



CITY OF FALLS CHURCH

RECRUITMENT ANNOUNCEMENT

Water Meter Reader

The City of Falls Church is recruiting for a full-time Water Meter Reader in the Public Utilities Customer Service Division. The individual selected for this position will be required to have a physical exam and drug screen as condition of employment.

Responsibilities:

- Initiate and terminate service requests
- Will use an automated hand-held device to record meter readings
- Perform meter changes and repairs, utilize various tools and equipment to access meters in vaults, and assist supervisor with other duties as required
- Identify and report damaged equipment: meters, lids and report illegal consumption.

Qualifications:

- Some related experience if possible
- Ability to work in all weather conditions
- Current valid driver's license and **good driving record**
- Must not have been convicted of or pleaded guilty or no contest to a felony or any offense that would be a felony
- Must not have any misdemeanor convictions as an adult, including DUI convictions
- Able to bend and lift 50 lbs and overcome physical barriers such as climbing through brush
- Must be available on-call to perform essential work as required during emergencies
- Possess good communication skills to tactfully deal with diverse customers
- Able to read maps, utilize small tools and locate addresses
- Able to enter confined spaces and climb vault ladders
- Able to work independently with minimal supervision

Hours: Monday through Friday from 7:00 a.m. to 3:30 p.m.

Salary & Benefits: \$32,361 +, depending on qualifications. Includes comprehensive benefits package including health insurance, dental insurance, pension plan, deferred compensation plan, flexible spending account, college savings plan, life and long-term disability insurance, paid holidays, vacation and sick leave, credit union membership, free parking, and more. See www.fallschurchva.gov for additional information.

To Apply: Submit a resume or application to the City of Falls Church, Human Resources Division, 300 Park Avenue, Falls Church, VA 22046, or via e-mail at hr@fallschurchva.gov. **You must submit a copy of your driving record, which may be obtained at the Department of Motor Vehicles with your application or resume.**

Applications received by September 27, 2013 will receive priority consideration.

Reasonable Accommodation: During the selection process, applicants with disabilities may request reasonable accommodation with the agreement of the Human Resources Division. Requests should be

directed to the Human Resources Division. The City of Falls Church does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, or disability.

All City Facilities Are Smoke Free

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